

~~SECRET~~
Security Information

MEMORANDUM FOR: Director of Training

SUBJECT : Proposed Memorandum to be Sent to All Agency Personnel
Receiving External Training at Agency Expense

REFERENCE : Memorandum, dated 28 October, attached

1. Although the use of such a memorandum for those employees who are already at school may be necessary and appropriate, it would seem that in the long run these understandings might better be reached before the employee leaves to begin his outside training.

2. If it is going to be necessary to use this memorandum, it is suggested that it be referred to the DD/I and the DD/P for comment, and also to the CIA Security Officer. If it is necessary to classify this memorandum as "Secret," it might be questionable whether it should be mailed. It seems that the only security implication in the memorandum is that of identification of the individual with CIA, and it might well be possible to so prepare it as to avoid such identification.

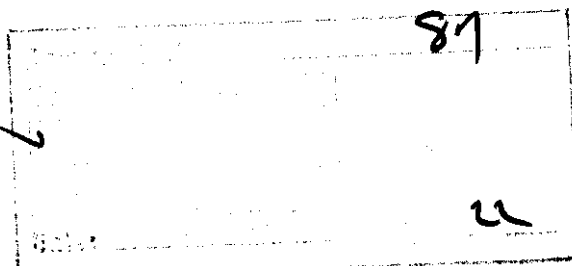
3. I do concur in the substantive considerations of the memorandum, in that the Agency should insure the best return for its investment of money and the employee's time.

15/
L. K. WHITE
Assistant Deputy Director
(Administration)

1 Attachment

Memorandum dated 28 October from Dir of Trg to DD/A, same subject as above.

SA/DD/A:RSW:jec (31 October 1952)

cc: ~~DD/A~~
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ORIGINAL DOCUMENT MISSING PAGE(S):

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